

Reports 3

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Assistant to DCI

15 July 1955

Director of Training

Weekly Summary Report

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DDA Memo, 4 Apr 77

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Date: 31/01/78 By: 008INTRODUCTION

1. Requirements for the annual preparation of the budget have occupied the staffs and schools of the Office of Training during the past week. Of significance, however, are two items: an agreement on a Training Support Annex to Annex C of the Clandestine Services General Plan - Cold War, and a proposal made by the Office of the DCI to secure Agency recognition of the OTR language training program. To this proposal, the Director of Training has replied.

2. Other items of interest are (a) the growing demand for clerical training as seen in increased course enrollment, (b) the third running of the Junior Career Development Assessment Program, and (c) two new publications now being reproduced.

REPORT ON STATUS OF LANGUAGE TRAINING

At the request of the DCI's office, the Director of Training submitted a report on the status of language training in the Agency. The report pointed out that existing regulations were inadequate since they concerned only training overseas, that there had been in the Agency no attempt to relate language skills to job qualifications, and that the urgency that had existed in placing personnel on duty assignments had prevented both an orderly scheduling of language training and recognition of its importance to operations. The report suggested that the DCI approve the recommendations of an earlier staff study on language training, dated 26 June 1954, and thus allow DTR to prepare action papers for submission to him.

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TRAINING SUPPORT

DTR submitted to the Chairman, Clandestine Services Planning Board Support Committee, the terms of reference of a Training Support Annex to Annex C, the Clandestine Services General Plan - Cold War. These terms specify that the DD/P will establish training requirements and provide for scheduling of training and support activities for each country concerned. DTR will identify the factors limiting capacity to fulfill requirements. The terms of reference effectively correlate responsibilities.

PROJECT USEFUL--CIA MISSION IN A WAR EMERGENCY

CTR will hold the second seminar under Project USEFUL from 19 to 30 September. The objective of the course is to provide military staff officers with an appreciation of the capabilities, limitations, and problems related to the employment of resistance forces in support of military operations. CTR has raised the student quota from 25 to 40 at the request of the Joint Subsidiary Activities Division, Joint Chiefs of Staff.

CIA QUOTA AT NATIONAL WAR COLLEGE

For the coming year, CIA's quota of students at The National War College has been reduced from 3 to 2. The reduction in quota is a result of the Secretary of Defense's desire to enroll four civilians from his Department. DTR has suggested that the DCI make direct request to the Secretary of Defense for restoration of the quota or ask the Secretary of State for the use of one of his slots for the coming year.

JUNIOR CAREER DEVELOPMENT ASSESSMENT PROGRAM

In the third running of the JCD Assessment Program, the Assessment and Evaluation Staff, CTR, in addition to the usual measures, attempted the specific appraisal of certain executive qualities and devised test situations to focus on each of these qualities. The Staff recommended to the Selection Panel 4 of the 8 applicants. The Assessment and Evaluation Staff is now engaged in studies that will shorten the time needed for assessment and increase the accuracy of prediction.

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CLERICAL TRAINING

On 1 July, the Clerical Training Section of Management Training became a separate component of the Basic School.

██████████ Chief of the Clerical Training faculty, reports directly to the Chief, Basic School. The numbers of students enrolling for clerical courses continue to increase, and the demand for the courses remains high. Clerical Refresher Course #51 opened 5 July with 57 students enrolled as against 20 a year ago.

PUBLICATIONS IN PROCESS

1. Language Text: In collaboration with the CIA Printing Services Division, Office of Logistics, OTR has devised an economical method whereby current reading materials in Russian may be reproduced directly from newspapers and magazines for use as a text. The first text, "Political Readings in Russian," is in the process of reproduction for delivery on 29 July. This method of reproduction puts into the hands of students material directly related to their specialties.

2. Bibliography on the Theory and Use of Cover: OTR Library has completed a bibliography of books, case histories, and films dealing with the theory and use of cover as a part of operations. The document will go to the faculties of OTR and to the Training Liaison Officers of DD/P.

3. OTR Catalog of Courses: The current quarterly revision of the OTR Catalog of Courses is in the hands of the printer. The revision includes all versions.

PERSONNEL NOTES

At the request of the Deputy Director of Intelligence, OTR gave a special briefing to Dr. Herbert Scoville, Jr., new Assistant Director for Scientific Intelligence, on the organization, mission and functions of CIA and its relation to the intelligence community.

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ITEM OF SPECIAL INTEREST

Word has reached the Office of Training that the form and content of Mr. Theodore C. Streibert's 1 July briefing to the President and the Cabinet was taken almost verbatim from the briefing given to Mr. Streibert and 27 senior officials of the United States Information Agency by Mr. [REDACTED] of the Office of Training. The briefing given the President by Mr. Streibert was followed last week by a more extended briefing for Senator Knowland, and was given again on the 12th of July to 14 Senators and Representatives of the House and Senate.

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Though Mr. Streibert could not and did not indicate to the President or the Congressional leaders his indebtedness to CIA for the substance of his briefing, I feel that the Director can take justifiable pride in knowing the source.

SIGNED

MATTHEW BAIRD

MB:lbc

cc: 1 - DD/P
1 - DD/I
2 - DD/S

Orig. & 1 - Addressee

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